

ASSIGNMENT 4

Textbook Assignment: "Military Pay Deductions," chapter 4, pages 4-1 through 4-23.

4-1. General regulations governing allotments are contained in what publication?

1. *Naval Supply Systems Command Manual*
2. *Department of Defense Military Pay and Allowances Entitlements Manual*
3. *Naval Military Personnel Manual*
4. *Navy Comptroller Manual*

1. Allottee
 2. Allotter
 3. Certifying officer

Figure 4-A

IN ANSWERING QUESTIONS 4-2 THROUGH 4-4, REFER TO FIGURE 4-A. SELECT THE TERM USED IN THE ALLOTMENT PROCESS THAT MATCHES THE VARIOUS INDIVIDUAL OR INSTITUTION USED AS THE QUESTION.

- 4-2. SK2 Williams requests an allotment payable to a financial institution.
- 4-3. Disbursing Officer, USS Saratoga (CV-60).
- 4-4. Bank of the South, payee of SK2 Williams' allotment.

1. Allottee
 2. Allotter
 3. DFAS - Cleveland Center
 4. Certifying officer

Figure 4-B

IN ANSWERING QUESTIONS 4-5 THROUGH 4-8, REFER TO FIGURE 4-B. SELECT THE INDIVIDUAL OR ACTIVITY RESPONSIBLE FOR EACH ACTION REQUIRED USED AS THE QUESTION.

4-5. The payee of an allotment moves to a new address. Who is responsible for notifying DFAS - Cleveland Center of the change of address?

4-6. Who provides safekeeping of savings bonds?

4-7. A member wishes to start an allotment to a credit union. Who must make sure the credit union will accept the allotment check for deposit to the member's account?

4-8. Who is responsible for the accuracy and legality of all allotment authorizations?

4-9. On a ship without a disbursing officer, notification of the death of a member is made by which of the following methods?

1. Memo from the CO to the DO maintaining the member's pay account
2. Message from the DO maintaining the member's pay account
3. Message from the CO direct to DFAS - Cleveland Center
4. Letter from the CO direct to DFAS - Cleveland Center

4-10. Normally, a reservist is entitled to use the allotment system when ordered to active duty for what minimum period of time?

1. 91 days
2. 121 days
3. 151 days
4. 181 days

- 4-11. Of the following members, which one does NOT have full use of the allotment system?
1. SA Casey, USN, on a first enlistment
 2. SK3 Jones, USNR, on extended active duty
 3. DKCS Rogers, USN-Ret, not on active duty and receiving retired pay
 4. AK2 Hill, USNR, on extended active duty in the TAR program
- 4-12. Which, if any, of the following allotment actions may you take in response to a request by a member's spouse when the spouse holds a valid power of attorney executed by the member?
1. Start an allotment only
 2. Stop an allotment only
 3. Start and stop allotments
 4. None of the above
- 4-13. Allotment actions may be taken without the concurrence by the member under which of the following circumstances?
1. The member refuses to meet valid financial obligations
 2. The member is declared a deserter
 3. The member is unable to meet valid financial obligations due to physical incapacity
 4. Each of the above
- 4-14. Deductions for allotments commence on what day?
1. First day of the month
 2. Day the allotment request is submitted
 3. Last day of the month
 4. First payday of the month
- 4-15. A member is registering an allotment to pay insurance premiums that are due on the 10th of each month and has already sent in the payment due for 10 August. To make sure the 10 September payment is received promptly, the allotment should be started with what month of first deduction?
1. July
 2. August
 3. September
- 4-16. SK2 Smith has been paying his insurance premiums by allotment and wishes to stop the allotment with the month of last deduction effective December. The first cash payment must be made for what month?
1. December
 2. January
 3. February
- 4-17. Normally, an allotment may be registered for what minimum length of time?
1. 1 month
 2. 2 months
 3. 3 months
 4. 6 months
- 4-18. Which of the following actions may be taken on allotments that have been in effect for less than 3 months?
1. A member is advanced to E-6 and wishes to increase an allotment to his or her mother
 2. A member wishes to stop an insurance allotment and pay the premiums by personal check
 3. A member wishes to reduce the amount of a savings allotment
 4. A member wishes to stop a D allotment for personal reasons

- 4-19. A member on DOS must register a savings allotment with the month of first deduction of April not later than what date?
1. 20 March
 2. 25 March
 3. 28 March
 4. 5 April
- 4-20. What are the three classes of support and savings allotments?
1. D, R, and S
 2. D, S, and B
 3. R, B, and I
 4. R, S, and B
- 4-21. Which of the following allotment requests may a member register?
1. MMC Rich requests a second D allotment for his mother to provide additional support
 2. RM1 Poor requests a D allotment for his father and a reduction of the D allotment to his wife
 3. ENS Bell requests a D allotment payable to a bank for credit to his fiancée's account
 4. BM2 Ringer requests a D allotment payable to his 12-year-old son
- 4-22. R allotments are registered for which of the following purposes?
1. Reimbursement to the Navy of overpayment of pay and/or allowances
 2. Mortgage payments on the residence of a member's dependents
 3. Garnishment of wages
 4. Each of the above
- 4-23. R allotments are registered for (a) what period of time and (b) who normally stops them automatically?
1. (a) Indefinite;
(b) the member
 2. (a) Indefinite;
(b) the disbursing officer
 3. (a) Definite;
(b) the recipient
 4. (a) Definite;
(b) DFAS - Cleveland Center
- 4-24. What are the restrictions on S allotments pertaining to quantity in force and authorized allottees?
1. A member may have one allotment for deposit to a checking account and one payable to a savings account provided they are both in the same banking institution
 2. A member may have only two allotments payable to banking institutions for deposit to a savings or checking account
 3. A member may have any number of allotments payable to any banking institution
 4. A member may have no more than three allotments payable to banking institutions
- 4-25. Which of the following financial institutions is NOT an authorized allottee for S allotments?
1. Navy Federal Credit Union
 2. First Federal Savings and Loan Association
 3. General Finance Corporation
 4. Santa Rosa National Bank
- 4-26. An S allotment may be registered for deposit to which of the following accounts?
1. Account of a third person
 2. Member's account only
 3. A joint account that includes the member only
 4. Member's account or a joint account that includes the member
- 4-27. Which of the following types of allotments must be registered for a definite period?
1. H and T
 2. L and H
 3. L and T
 4. T and U

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|----|---|
| 1. | H |
| 2. | L |
| 3. | T |
| 4. | u |

Figure 4-C

IN ANSWERING QUESTIONS 4-28 THROUGH 4-31, REFER TO FIGURE 4-C. IDENTIFY THE CLASS OF ALLOTMENT THAT IS USED FOR EACH PURPOSE USED AS THE QUESTION.

- 4-28. An allotment to repay a loan from the American Red Cross.
- 4-29. An allotment registered to make mortgage payments on the member's home.
- 4-30. An allotment registered for SBP annuity payment.
- 4-31. An allotment registered for payment of delinquent federal income tax.
- 4-32. What office or official determines the amount of an involuntary T allotment?
1. Commanding officer
 2. Disbursing officer
 3. Treasurer of the United States
 4. DFAS - Cleveland Center
- 4-33. When you prepare an allotment input for an involuntary T allotment, what is the required entry on the Signature block of the allotment authorization?
1. INVOLUNTARY START
 2. COURT-ORDERED ALLOTMENT
 3. ADMIN START 5 USC 5513
 4. SIGNATURE ON FILE

- 4-34. When may an I allotment be registered to pay Insurance premiums on the life of someone other than the member?

1. When that person is a dependent of the member
2. When that person is in the member's immediate family
3. When the member has an insurable interest in that person
4. When the premium being paid is for a family group policy that includes the member

- 4-35. An N allotment is used to pay premiums on what type of insurance policy?

1. SGLI
2. NSLI
3. VGLI

- 4-36. A member has several policies with one commercial insurance company and wishes to pay the premiums by allotment. The member must register what allotment?

1. One I allotment for each policy
2. One I allotment for the total premiums paid to that company
3. One N allotment for each policy
4. One M allotment for the total premiums paid to that company

- 4-37. A class M allotment is authorized for which of the following categories of personnel?

1. Officers
2. Enlisted personnel E-7 and above
3. Enlisted personnel E-6 and below with over 10 years' creditable service
4. Each of the above

- 4-38. MR1 Clark is registering a B allotment with himself as owner. Of the following designations, which one is NOT authorized?

1. Himself as co-owner
2. His 2-year-old son as co-owner
3. His friend as beneficiary
4. His father as beneficiary

4-39. When savings bonds are lost, stolen, or destroyed, the recipient must notify which of the following federal agencies?

1. Department of the Treasury
2. General Accounting Office
3. DFAS - Cleveland Center
4. Comptroller of the Navy

4-40. Savings bond purchases in a calendar year should not exceed what amount?

1. \$5,000
2. \$10,000
3. \$15,000
4. \$20,000

4-41. What activity provides safekeeping for savings bonds?

1. BUPERS
2. DFAS - Cleveland Center
3. Comptroller of the Navy
4. FAADCLANT

4-42. What is the first month of deduction for C allotments payable to the (a) Combined Federal Campaign and (b) Navy-Marine Corps Relief Society?

1. (a) August; (b) January
2. (a) January; (b) July
3. (a) July; (b) January
4. (a) January; (b) August

4-43. What form is submitted by members to the disbursing office to start, change, and stop allotments?

1. NAVCOMPT Form 2272
2. NAVCOMPT Form 2273
3. NAVCOMPT Form 2274
4. NAVCOMPT Form 2277

4-44. When you prepare a B allotment input, what is the required entry in the Amount block of the NAVCOMPT Form 3053?

1. An amount equal to one-half of the bond's face value
2. An amount equal to the bond's full face value
3. Three-position numeric bond plan code
4. Four-position numeric bond plan code

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| 1. | 01 |
| 2. | 03 |
| 3. | 05 |
| 4. | 88 |

Figure 4-D

IN ANSWERING QUESTIONS 4-45 THROUGH 4-48, REFER TO FIGURE 4-D. SELECT THE APPLICABLE REASON CODE WHEN AN ALLOTMENT IS STOPPED FOR THE REASON USED AS THE QUESTION.

4-45. New amount, same name, and same payee.

4-46. Unauthorized absence.

4-47. Request of the allotter.

4-48. Release from active duty.

4-49. A priority message is used to stop allotments under which of the following circumstances?

1. To communicate quickly with DFAS - Cleveland Center
2. To prevent financial loss to the government
3. To prevent financial loss to the member
4. Each of the above

4-50. Which of the following forms is used by members to start allotment DDS to a financial institution?

1. Standard Form 1098
2. Standard Form 1199A
3. NAVCOMPT Form 3051
4. NAVCOMPT Form 3053

- 4-51. What IRS form is used to establish a member's initial tax exemption status?
1. IRS Form W-2
 2. IRS Form W-3
 3. IRS Form W-4
 4. IRS Form W-5
- 4-52. A new IRS Form W-4 may be submitted any time there is a change in which of the following information?
1. Additional desired withholding
 2. Member's marital status
 3. Total number of exemptions claimed
 4. Each of the above
- 4-53. DFAS - Cleveland Center is required to submit a quarterly report to the IRS with data on all members who filed an IRS Form W-4 and claimed what total number of exemptions?
1. 6
 2. 9
 3. 3
 4. 12
- 4-54. What form do you use to report to DFAS - Cleveland Center the information entered by the member on the IRS Form W-4?
1. NAVCOMPT Form 3052
 2. NAVCOMPT Form 3060
 3. NAVCOMPT Form 3067
 4. NAVCOMPT Form 3068
- 4-55. The continuing monthly withholding tax deduction for a member who is separated on 20 October ceases on which of the following dates?
1. 30 September
 2. 15 October
 3. 20 October
 4. 31 October
- 4-56. A member has a continuing FITW rate and has a one-time credit of taxable pay in October. On what basis, if any, is the rate of FITW computed for this item?
1. From the applicable tax table based on the total taxable pay for October as a one-time deduction
 2. From the applicable tax table based on the one-time credit as an additional deduction
 3. 20 percent of the one-time credit
 4. None
- 4-57. An enlisted member serving in a combat zone is exempted from taxation from what items of pay?
1. Basic pay only
 2. Hazardous incentive pays only
 3. Special pays only
 4. All taxable items of pay
- 4-58. Which of the following statements is correct concerning the tax liability of NRAs?
1. NRAs are NOT liable for FITW on all pay earned within the United States
 2. NRAs are NOT liable for FITW on all pay earned outside the United States
 3. NRAs are liable for FITW on all pay earned outside the United States only
 4. NRAs are liable for FITW on all pay earned both within the United States and outside the United States
- 4-59. When an NRA becomes naturalized, what action should you take to remove the NRA status on the MMPA?
1. Prepare and submit a NAVCOMPT Form 3052 only
 2. Prepare and submit a NAVCOMPT Form 3060 only
 3. Prepare and submit both NAVCOMPT Forms 3052 and 3060
 4. Prepare and submit a NAVCOMPT Form 3053

- 4-60. What is the disposition of an IRS notice of levy for a member who has been transferred?
1. Return to the IRS
 2. Send to DFAS - Cleveland Center
 3. Send to the new duty station
 4. Start an involuntary T allotment
- 4-61. A member who is entitled to advance payment of EIC must file what form with the disbursing officer?
1. IRS Form W-2
 2. IRS Form W-3
 3. IRS Form W-4
 4. IRS Form W-5
- 4-62. The two-digit state code of a member is found on what section or line of the LES?
1. Tax line
 2. Deductions section
 3. Remarks section
 4. Field Use Only section
- 4-63. To change the member's state code on the MMPA, which of the following forms should you submit to DFAS - Cleveland Center?
1. DD Form 2057
 2. DD Form 2058
 3. NAVCOMPT Form 3052
 4. NAVCOMPT Form 3060
- 4-64. The monthly amount of SITW deducted from a member's pay is based on which of the following factors?
1. State of legal residence
 2. Marital status
 3. Number of exemptions claimed for FITW
 4. All of the above
- 4-65. Pay entitlements that are subject to a one-time FITW at 20 percent are also subject to a one-time SITW at what rate?
1. 18 percent
 2. 10 percent
 3. 5 percent
 4. 4 percent
- 4-66. If a member's SSN is not available, what official or office assigns a pseudonumber pending receipt of the correct SSN?
1. BUPERS
 2. Commanding officer
 3. OFAS - Cleveland Center
 4. Disbursing officer
- 4-67. Which of the following types of pay and/or allowance is/are included in the computation of FICA deductions?
1. Basic pay only
 2. Basic pay and all types of special pays
 3. Basic pay and all types of bonuses
 4. Basic pay and all types of allowances
- 4-68. A claim for a refund of excess FICA tax deducted from the MMPA of a member with broken naval service should be submitted to what office or official?
1. Local IRS office
 2. Member's disbursing officer
 3. DFAS - Cleveland Center
 4. Appropriate FAADC
- 4-69. After you reconcile a member's December LES and find no discrepancies on taxable items of pay, you must then issue an IRS Form W-2 no later than what date?
1. 15 January
 2. 30 January
 3. 15 February
 4. 15 April

- 4-70. In the case of a lost IRS Form W-2, the local disbursing officer may prepare and issue a duplicate to a member under which of the following circumstances?
1. The member's MMPA was in a compute status as of 31 December
 2. January through March LESS for the succeeding year reflect year-to-date totals
 3. Year-to-date totals are displayed on the December LES
 4. Each of the above
- 4-71. When a member loses an IRS Form W-2 and you prepare a duplicate from the LES, which of the following information is typed across the top of the form?
1. REISSUED BY EMPLOYER
 2. DUPLICATE
 3. CERTIFIED TRUE COPY
 4. CORRECTED BY EMPLOYER
- 4-72. How do eligible members obtain SGLI coverage?
1. Each member must request the coverage desired
 2. Each member must apply for coverage after being certified as insurable
 3. Automatically, unless coverage is declined by the member
- 4-73. A member may elect, in writing, not to be insured under SGLI. However, a member who elects not to be insured may later apply for reinstatement of full or reduced coverage.
1. True
 2. False
- 4-74. A member goes UA for the period 20 April to 2 June. When does the member's SGLI premium deduction terminate?
1. 30 April
 2. 20 May
 3. 31 May
 4. 30 June
- 4-75. Which of the following penalties may result from a member's unauthorized absence?
1. Lost time for the days absent
 2. Loss of a day's pay for each day absent
 3. A fine or forfeiture of pay adjudged by a court-martial
 4. Each of the above